27 August 1971

MEMORANDUM FOR: Director of Training

SUBJECT

: Weekly Activities Report

23 - 27 August 1971

## STAFF TRAINING BRANCH

|                | l. In response to a request from EUR has given a contract employee four days of tutorial instruction in information reports writing.   | 25X1A          |
|----------------|--|----------------|
| 25X1A          | 2. On 25 August conducted a tutorial Risk of Capture briefing for an OSI employee going to   |                |
| 25X1A<br>25X1A | TRAINING   |                |
| 25X1A          | 3. During the period of this report ten programs involving 16 trainees were conducted. Five programs were conducted in two in and three were TDY's. Seven programs were completed, one new one begun, and two were continuing. | ]25X1 <i>A</i> |
| 25X1A          | 4. Messrs. returned on 22 August from their  |                |
| 25X1A          | TDY to where they conducted a four-week program.   |                |
|                | 25X1A  Acting Chief Operations School/TR   |                |